

CITY COUNCIL AGENDA REQUEST FORM

Today's date: 03 / 07 / 18

Date of meeting 03 / 21 / 18

*(City Council meetings are held the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month.)*

Name of Citizen, Organization, Elected Official, or Department Head making request:


Sean Scoggin, Grants and Projects Administrator

Address: 1123 Lake St, Sandpoint, ID

Phone number and email address: (208) 255-7548

Authorized by: Jennifer Stapleton

*name of City official*



*City official's signature*

*(Department Heads, City Council members, and the Mayor are City officials.)*

Subject: FM Global Fire Prevention Grant Program

Summary of what is being requested: Sandpoint Fire would like to purchase tablets to assist in pre-  
incident planning and inspection processes. The FM Global Group has a national grant program that  
specifically supports such a project for fire departments and City staff would like to apply for funds.

**The following information MUST be completed before submitting your request to the City Clerk:**

1. Would there be any financial impact to the city? ☒ ☐  
**Yes or No**

If yes, in what way? Funds are budgeted in Fire for various grant projects. There is no match  
requirement.

2. Name(s) of any individual(s) or group(s) that will be  
directly affected by this action:

Have they been contacted?  
**Yes or No**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Is there a need for a general public information or public involvement plan? **Yes or No**

If yes, please specify and suggest a method to accomplish the plan: ☐ ☒

\_\_\_\_\_  
\_\_\_\_\_

4. Is an enforcement plan needed? **Yes or No** ☐ ☒ Additional funds needed? **Yes or No** ☐ ☒

5. Have all the affected departments been informed about this agenda item? **Yes or No** ☒ ☐

**This form must be submitted no later than 6 working days prior to the scheduled meeting. All pertinent paperwork to be distributed to City Council must be attached.**

**ITEMS WILL NOT BE AGENDIZED WITHOUT THIS FORM**

**CITY OF SANDPOINT  
AGENDA REPORT**

**DATE:** March 7, 2018

**TO:** MAYOR AND CITY COUNCIL

**FROM:** Sean Scoggin

**SUBJECT:** FM Global Fire Prevention Grant Program

**DESCRIPTION/BACKGROUND:**

Through the FM Global Fire Prevention Grant Program, fire departments and brigades, as well as national, state, regional, local and community organizations can apply for funding to support a wide array of fire prevention, preparedness and control efforts, including pre-incident planning, fire prevention education/training and arson prevention/fire investigation. Grant applications are reviewed three times per year. Deadlines for receipt of applications are March 31, July 31 and November 30. Decisions on awards are made approximately 3 - 4 months after deadline.

City staff would like to apply for funding to meet the March 31<sup>st</sup> application deadline. These funds would provide for the purchase of laptops for the Sandpoint Fire Department to use for pre-incident planning and inspection processes. Sagle and West Side Fire Departments will also benefit from these under the current joint powers agreement. The use of tablets for pre-incident planning purposes will assist in improving the department's public protection classification. Additionally, the tablets will allow for the department to access inspection data in the field and transition to a paperless inspection data collection processes. It is estimated that moving to a paperless inspection system will cut associated costs by 50% and will greatly increase process efficiencies.

The grant request will be in the amount of \$5,000. There is no requirement for matching funds associated with this grant program.

**STAFF RECOMMENDATION:**

Approval

**ACTION:**

It is staff's recommendation that Council approve the Sandpoint Fire Department's request to apply for funding under this grant program.

**WILL THERE BE ANY FINANCIAL IMPACT?**

Should the funds be awarded, the City will experience significant cost savings associated with the departments inspection processes. Additionally, there is not a match requirement for this grant program.

**HAS THIS ITEM BEEN BUDGETED?**

This has been budgeted within the department's budget under grants.

**ATTACHMENTS:**

Resolution  
FM Global Notice of Funding



## **FM Global Fire Prevention Grant Program**

### **Putting Our Money To Work to Reduce Fire Risk**

Because we believe that the majority of fire can be prevented, FM Global is pleased to offer financial support to organizations working to combat fire. Through our new Fire Prevention Grant Program, fire departments and brigades, as well as national, state, regional, local and community organizations can apply for funding to support a wide array of fire prevention, preparedness and control efforts, including prefire planning, fire prevention education/training and arson prevention/fire investigation.

If you have questions or comments, please contact us at [firepreventiongrants@fmglobal.com](mailto:firepreventiongrants@fmglobal.com).

Our new online grant application launched March 1, 2016. We will no longer be able to process paper applications.

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### **Who is eligible?**

Any organization or agency around the world that supports fire prevention can apply for an FM Global Fire Prevention Grant; however, funds must be used for public purposes. Additional terms and conditions may apply for applicants based in the United States, Canada and other countries.

### **What can I apply for?**

Funding requests will be considered to help support organizations working to combat fire for a wide array of fire prevention, preparedness and control efforts. Here are some examples to use as a guide:

- Pre-Incident Planning (computer software programs, laptops)
- Fire Prevention Education/Training (community outreach initiatives, workshops, publications)
- Arson Prevention/Fire Investigation (juvenile fire setter programs, continuing education courses, digital and specialized cameras, accelerant detection equipment)

### **Deadlines for submitting your application:**

Grant applications are reviewed three times per year. Deadlines for receipt of applications are March 31, July 31 and November 30. Decisions on awards are made approximately 3 - 4 months after deadline.

Previous grant recipients may reapply for funding three years from the date of their initial award letter. For applications that did not result in a grant award, applicants may reapply for funding one year from the date of their notification letter.

RESOLUTION  
OF THE CITY COUNCIL  
CITY OF SANDPOINT

**TITLE: RESOLUTION IN SUPPORT OF FM GLOBAL FIRE PREVENTION  
GRANT APPLICATION FOR SANDPOINT FIRE DEPARTMENT**

WHEREAS: The City of Sandpoint wishes to support and encourage efforts that promote public safety of the community and the well-being of its citizenry;

WHEREAS: The FM Global Group offers a national grant program specifically designed to assist fire department pre-incident planning, fire prevention education, and arson prevention investigation projects;

WHEREAS: Sandpoint Fire Department would like to purchase tablets to assist in pre-incident planning and inspection processes.

THEREFORE, BE IT RESOLVED THAT: City Council hereby supports and endorses a FM Global Fire Prevention Grant application in the amount of \$5,000 to purchase tablets for the Sandpoint Fire Department and directs City staff to apply for this grant, with the understanding that no local match is required.

BE IT FURTHER RESOLVED THAT: Either the Mayor or the City Administrator is hereby authorized to sign any and all documents necessary to apply for this funding.

\_\_\_\_\_  
Shelby Rognstad, Mayor

ATTEST:

\_\_\_\_\_  
Maree Peck, City Clerk

City Council Members:

YES NO ABSTAIN ABSENT

1. Eddy
2. Aitken
3. Williamson
4. Ruehle
5. Aispuro
6. Darling